

**Contact**

+91 - 8948106999
utsavnath.08@gmail.com

Date of Birth

08.10.1995

OBJECTIVE

Seeking for a role where i can contribute my skills and knowledge for the benefit of the organization.

SKILLS

- ✓ Good communication - written and oral skills
- ✓ Good Team Player
- ✓ Effective interpersonal skills
- ✓ Effective In people's Management

PERSONALITY

- ✓ Organized
- ✓ Punctuality
- ✓ Pragmatic
- ✓ Flexible

SOFTWARE SKILLS

Word	<div style="width: 80%; background-color: black; height: 10px;"></div>	<div style="width: 20%; background-color: gray; height: 10px;"></div>
Microsoft Powerpoint	<div style="width: 80%; background-color: black; height: 10px;"></div>	<div style="width: 20%; background-color: gray; height: 10px;"></div>
Microsoft Excel	<div style="width: 30%; background-color: black; height: 10px;"></div>	<div style="width: 70%; background-color: gray; height: 10px;"></div>
Microsoft Office	<div style="width: 80%; background-color: black; height: 10px;"></div>	<div style="width: 20%; background-color: gray; height: 10px;"></div>

LANGUAGES

English	<div style="display: flex; gap: 5px;"> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: gray; border-radius: 50%;"></div> </div>
Hindi	<div style="display: flex; gap: 5px;"> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: black; border-radius: 50%;"></div> <div style="width: 10px; height: 10px; background-color: gray; border-radius: 50%;"></div> </div>

UTSAV NATH

Linkedin

<http://linkedin.com/in/utsav-nath-280575160>

ACADEMICS

07.2018 - present

Cardiff Metropolitan University, Cardiff, U.K.

Master of Business Administration - Human Resources

07.2018 - present

Universal Business School, Mumbai, India

Post Graduate Diploma in Management - Human Resources

07.2014 - 07.2017

Doon Business School, Dehradun, India

Bachelor of Business Administration - Marketing

03.2013 - 05.2014

Class 12th

Commerce - 72%

2011 - 2012

Class 10th

Matric - 62%

INTERNSHIP

05.2019 - 06.2019

Rohit Surficants Private Limited

Talent Acquisition Intern

06.2016 - 07.2016

Uflex Limited Packaging Division

Marketing intern

INDUSTRIAL VISIT

- Adlabs Entertainment Limited, Imagica (July 2018)

PROJECT

- Social Development Project (Education) with Association for Social Health & Rehabilitative Action by Youths (ASHRAY).

CERTIFICATIONS

- Attended training of "Web Designing using PHP" by Esperienza Technologies Private limited.
- ERP- Foundation Level based on SAP R/3 ECC 6.04.
- Spoken English Intermediate Module 2 in British Council, New Delhi.
- Human Resource Management Course by eLearning College.